

Community Innovation Partners/Dallas Community School Board Minutes

Date: May 18, 2017
Location: 788 Birch Street, Dallas, Oregon
Facilitator: Teresa Crossley, Vice President
Secretary: Becki Gann, Secretary

Present

Scott Burwash, Treasurer
Aaron Kumnick, Board Member
Vickie Nutt, Board Member
Holly Watkins, Board Member

Staff

Bill Conlon, DCS Director
Cheri Reinke, Education Guide

Other

Kimberely Kumnick

1. **Call to order at 7:05 pm**
2. **Public Comment**
 - None.
3. **Consent agenda: approve minutes, accept financials, accept dashboard**
 - Scott moves to accept as emailed. Aaron seconds. Motion carries with unanimous vote.
4. **Director's Report**
 - a. **Discussion and action to adopt 2017-2018 School Year Calendar**
 - The DCS School Year Calendar is based on the Dallas School District (DSD2) calendar. Additions to our calendar include: parent conferences in July to discuss 2017-2018 PLP and curriculum purchases; in-service planning days on every first Friday; no school for the week of Thanksgiving; and no school on April 2. The last student day is scheduled for June 11, 2018, with June 14 as the last staff day. Bill will research if we should add February 19, Presidents Day, to our calendar. Teresa motions to accept the school year calendar as presented, pending an additional review with District policy. Scott seconds. Motion carries with unanimous vote.
 - b. **Meeting with Downtown Association**
 - Bill met with the Dallas Downtown Association. The meeting went well.
 - c. **Update on current school year activities**
 - The meeting to discuss Washington DC with families moved to May 30. Staff will contact parents who could qualify for trip. Students, typically from middle school, are nominated by staff to go. However, DCS will open this to all students, 3rd grade and up, with the disclosure that parents must accompany their elementary school students.
 - On May 31, all on-site and off-site students with their family members are encouraged to participate in our first annual "SERVE DAY" in downtown Dallas. Volunteers will meet at Pressed Coffee at 9:00 am for community service assignments, which they will work until 11:30 am.

- The week of June 5 is the last week for enrichments.
 - Last year, the pool party had an estimated 150 attendees. Our pool party this year will be held on June 15, the day after the last day of school.
 - This year saw an increase in state testing participation; final numbers will be available soon.
- d. Discussion on staffing for 2017-2018 school year**
- There are a number of applicants for the guide position and one applicant for Program Director.
- e. Year-end Survey**
- Vickie is preparing a family survey scheduled to be released on June 1.
- f. Discussion on the existing allotment**
- Bill feels our policy on allotment funds must be updated. He would like to relieve the guides of approving reimbursements and, instead, review them himself.
 - Guides should prompt families during discussions for purchases of educational curriculum.
 - Guides should identify physical fitness learning goals with their families. Reimbursements for reoccurring physical education purchases could be approved on the basis of submitting a log.
 - Achieving goals is an important consideration when grants are reviewed. Reallocating curriculum dollars is contrary to the previous Board's strategic planning goal of an increase to \$1,000 per student. Scott suggests we do not reallocate curriculum dollars. Instead, we may need to establish a timeline for an increase in allotment to coincide with our current charter. If families receive a \$100 increase per school year over the next three years, we will meet this goal by the end of our charter.
 - Bill will draft of an update of our curriculum funds policy. One suggestion was to simplify the existing policy. Tabled for June.
- g. The availability of all policies to current families and staff**
- Policies should be available for families and staff in a central location and allow for an easy reference to ensure all applicable ORS are met. The Board President's signature, with adoption dates, should be included on the original copies. To begin this process, Bill offers to organize our existing policies.

5. Discussion on Treasurer's Report

- The dashboard was reviewed with no questions.

6. Discuss and action to adopt 2017-2018 school year budget

- Scott led the discussion on comparison of our current budget with the actual budget. Teresa motions to approve proposed the 2017-2018 school year budget, pending adjustments to lawn maintenance and snow removal. Aaron seconds. Motion carries with unanimous vote. The 2017-2018 school year budget will be finalized in June following review by DSD2.

7. Discuss progress with Petit and Bill Conlon's contract

- The District agreed to Bill's third party contract. The necessary forms were completed and signed by Teresa.

8. Discuss Strategic Plan for DCS/CIP

- Scott will provide copies of the previous Board's strategic plan goals. (See 4f.) Aaron will answer questions, as he was present when the strategic goals were adapted.
- The initial goal of our governance model included demonstrating the value of DCS and renewing our school charter. To do so, we must be more "school-centric." Outreach should be the voice of DCS not CIP. We should apply for membership with the Chamber of Commerce as DCS. In time, we could group the names together so they both receive recognition.
- A list of local businesses, both non- and for-profit, in Dallas and throughout Polk County should be compiled to consider for networking potential.

9. Facility Report

a. Buildings for school or offices

- There are currently no listings available to meet our needs as a school.

b. Discussion on 2017-2018 lease contract

- Our existing two-year lease is set to expire. Our current landlord does not want to contract on a month-to-month basis; a new lease will cover one year. An exit clause is not common in this situation; the lessor is obligated to fulfill the contract unless an alternative renter is found. We will sign the contract for one year while continuing to look at local churches for overflow and enrichment spaces.

10. High School

- The high school committee will create a document for plugging in high school options to share.

11. Adjourned at 8:59 pm. Next board meeting scheduled for June 15, 2017 at 7:00 pm.